



## BOARD OF DIRECTORS

**Debra Logan**  
*President*

**Wayne Petersen**  
*Vice-President*

**Geoff English**  
*Director*

**Navid Fardanesh**  
*Director*

**Pamela Jardini**  
*Director*

## STAFF

**Jeff Briltz**  
*General Manager*

**Bettina L. Mayer, P.E.**  
*District Engineer*

**Keri Dodson**  
*Executive Assistant/  
Board Clerk*

**Justin Black**  
*Utilities Manager*

**Natalie Klock**  
*Finance Officer*

**Tom Peterson**  
*Fire Chief*

**Melissa Johnson**  
*Recreation Supervisor*

# TEMPLETON COMMUNITY SERVICES DISTRICT

P.O. BOX 780 • 420 CROCKER STREET • TEMPLETON, CA 93465 • (805) 434-4900 • FAX: (805) 434-4820 • [www.templetoncsd.org](http://www.templetoncsd.org)

## ADMINISTRATION/FINANCE COMMITTEE MEETING Tuesday, September 13, 2022 at 11:30 a.m.

The Administration/Finance Committee met on Tuesday, September 13, 2022 at 11:30 p.m. in the Templeton CSD Board Room located at 206 5<sup>th</sup> Street, Templeton, CA and via Zoom Teleconference.

Present were Committee Members Wayne Petersen in-person and Pam Jardini via Zoom. Present from District Staff were General Manager Jeff Briltz and Finance Officer Natalie Klock. Also present were Mike Zizzi and Neil Glass with Leaf and Cole.

### 1) Audit

Auditors Mike Zizzi with Leaf and Cole gave a brief overview of the annual audit, highlighting various revenues/expenses. Typically, the draft report would be made available by October, but due to staffing challenges within Leaf and Cole, a November availability is more realistic. Mike made mention that TCSD staff does really good work with the complexity of the various funds that it manages. He commended both Natalie and Neil for their work leading up to the two days Leaf and Cole staff spends at the District Office. GM Briltz stated that this is the last year that TCSD is under contract with Leaf and Cole so this could potentially be our last year working with them. Directors Jardini and Petersen would like to thank Finance Officer Klock for all of her hard work and is appreciative that the District always receives a clean audit.

### 2) Review of Strategic Financial Policies

GM Briltz gave a brief outline of the various policies and called attention to one item regarding financial modeling that was done when there was discussion of purchasing of a new fire engine. An issue that comes up with the Fire Fund is the low asset replacement balance. Currently the policy states that vehicles are assigned a 5-to-10-year useful life. It is recommended that the policy be revised to change the useful life to 10-to-15 years for fire apparatus specifically. The Committee was split on this recommendation and would like to see if go before the Board for further discussion.

**Adjourned:** 12:19 p.m.

Respectfully submitted,

Keri Dodson, Executive Assistant/Board Clerk